

Equality, Diversity & Inclusion Policy

The University of Central Lancashire is committed to delivering a welcoming and inclusive culture which promotes equality and values diversity. We will provide an inclusive working, learning and social environment in which the rights and dignity of all our staff and students are respected, and where they can feel safe, valued and supported.

This policy builds upon the foundation of key equality legislation, i.e. [Equality Act 2010 and Public Sector Equality Duty](#) and our need to have due regard to (1) eliminating unlawful discrimination, harassment and victimisation, (2) advancing equality of opportunity between people from different groups and (3) fostering good relations between people from different groups. We will challenge unfair discrimination or discriminatory behaviour and continuously strive to achieve good practice and the best outcomes for our community of staff, students and visitors.

We deliver our equality strategies, [programmes and activities](#) to promote our vision and discharge our legal duties under the Act. We also support [Protected Groups](#), i.e. age, disability, gender reassignment, marital or civil partnership status, pregnancy and maternity, race, religion or belief (including lack of belief), sex and sexual orientation through delivering our [Equality Objectives](#).

Our equality, diversity and inclusion strategies, policies and objectives influence our culture as a University community and are strongly aligned to the University's overarching strategy of proudly 'transforming lives'. Our culture represents an environment where diversity is valued and widely celebrated, and fairness and inclusion are fundamental to everything that we do. We continuously aim to widen participation and encourage individuals the opportunity to reach their full potential. We also work with external communities to broaden participation and dialogue, and maximise the potential benefits in the communities we serve. This supports our success as a world-class, innovative University and an employer of choice. The following bullet points further outlines our culture and vision:

- We welcome diversity and encourage participation in higher education for all who can benefit from it. We believe that diversity is intrinsic to the wellbeing and future development of our University;
- We embed equality, diversity and inclusion in all our activities, promote it widely, and deliver best practice where ever possible;
- We embrace equality, diversity and inclusion and embed in all our practices including recruitment, experience, progression and achievement of all staff and students through implementation of policies, good practice and practical support.
- We provide a learning experience, including student learning, teaching and assessment methods, which are as inclusive and accessible as possible.
- We expect our University community to demonstrate respect and tolerance for the views and dignity of others;
- We engage with our community to help us understand the views and aspirations of local people and to promote the values and opportunities we can offer;
- We value the contribution of each individual and will develop and support staff and students to participate fully in the University community;
- We deliver our strategic plans and objectives to provide a clear and coherent statement of values, focus on equality actions and a context to proactively promote equality. We also monitor the effectiveness on our progress and publish this information.

Roles and Responsibilities:

This policy applies to all members of the University community. i.e. staff and students, applicants and visitors (including contractors and people operating on behalf of the University) who have a responsibility to comply in accordance with the principles of this policy. The Board of Governors has ultimate accountability for compliance with the University's equality obligations. The Equality & Diversity Executive Group (EDEG) leads on delivering strategy with support from various staff and student committees, advisory groups and networks. The University's Equality Chairs and Leads will act as change agents, helping to broadcast our inclusive culture

as outlined in this policy. All staff and students have a duty to support and uphold the principles contained in its Equality, Diversity and Inclusion Policy, i.e. that equality and diversity is the ownership of all.

Application of this Policy:

We embed fair access and treatment in the following staff and student functions as follows:

Staff Functions	Student Functions
<p>Recruitment and Selection</p> <ul style="list-style-type: none"> Recruitment advertising will encourage applications from all sectors of the community reflecting our commitment to equality, diversity and inclusion; Job descriptions, person specifications and recruitment advertisements will be written on the basis of the essential and justifiable requirements of the position; Shortlisting, appointment and rejection decisions will be transparent, justifiable and will be supported by written comments. 	<p>Recruitment, Selection and Admission</p> <ul style="list-style-type: none"> All information contained in prospectuses, websites and other material used in the recruitment of students will promote equality of opportunity; All staff involved in the recruitment, selection and admission of students will have an awareness of equality, diversity and inclusion.
<p>Grading and Promotion</p> <ul style="list-style-type: none"> All grading and promotions criteria and procedures will be free from prejudice and must be applied equitably and consistently. 	<p>Learning, Teaching and Assessment</p> <ul style="list-style-type: none"> We will deliver an inclusive learning and teaching environment and improve accessibility of our materials. We have clear, consistent and transparent criteria for student assessments and all assessments will take place on an equal opportunities basis.
<p>Staff Development</p> <ul style="list-style-type: none"> All staff will have equal access to induction, personal and career development opportunities and facilities. 	<p>Career Planning</p> <ul style="list-style-type: none"> All students will have access to career planning support
<p>Performance Management</p> <ul style="list-style-type: none"> Probation and appraisal procedures will be clear, transparent and will be applied fairly across all staff 	<p>Progress, Retention and Attainment</p> <ul style="list-style-type: none"> We monitor the progress, retention and attainment of students to help us identify any inequities, barriers and gaps, and subsequently implement any improvements.
<p>Discipline and Grievance</p> <ul style="list-style-type: none"> Disciplinary and grievance procedures will be applied fairly and transparently for all staff; Allegations of discrimination, harassment or inappropriate behaviour will be dealt with under the appropriate disciplinary procedures for staff. 	<p>Discipline and Student Complaints</p> <ul style="list-style-type: none"> Discipline and student complaints procedures will be applied fairly and transparently for all students; Allegations of harassment or discrimination will be dealt with under the Student Complaints Policy
<p>Staff Support</p> <ul style="list-style-type: none"> There are a range of mechanisms to support staff including E&D Manager, HR, counsellors, networks, mentoring schemes and trades union representatives 	<p>Student Support</p> <ul style="list-style-type: none"> There are a range of support mechanisms to support students including Student Support?, E&D Manager, Academic and Counselling Centre, SU Advice Centre, Student Liaison Officers, mentoring schemes, Student equality groups and the Multi Faith Centre.

Communications and Engagement:

We will proactively promote equality, diversity and inclusion in both internal and external media sources. Staff and students will be encouraged to participate fully in the academic, cultural and social life of the University. We will actively engage with staff, students and the community to improve our equality functions and activities.

Training:

Equality and diversity awareness raising and training is mandatory for all staff using our [Diversity in the Workplace](#) e-learning tutorial. Information will be provided to all students in order to raise awareness of equality, diversity and inclusion, as well as the contents of this policy.

Embedding and Monitoring:

We will embed equality analysis processes, i.e. Equality Impact Assessments, to demonstrate equality, transparency and the robustness of fair and inclusive policies and decision-making. We will collate data and will publish information relating to this policy within Annual Equality Reports.

Reviewed by: Equality and Diversity Executive Group, 8 June 2018